

## **QUESTION AND ANSWER ON REQUEST FOR PROPOSAL** (6/15/2016)

### **FOR PROFESSIONAL CONSULTING SERVICES**

**For HSIP-28(119), C.N. 22687, OPW 52896**

**Services for Sign Management Inventory**

**For the City of Omaha, Nebraska**

Q1. Has the City considered a solution based on mobile data collection? Although such an approach would preclude the current requirements for collecting sign material type, sign dimensions, and date of sign installation, mobile data collection presents a level of efficiency that would be of great value to the City. Would the City consider removing the above-mentioned data requirements so that a mobile data collection solution may be presented?

A1. *The City is open to any mode of data collection as long as the mode is accurate and efficient. We will discuss and approve the data collection methodology with the final selected Consultant. The proposal and interviews are to include the approach to the project, which would include the Consultants approach to data collection. The primary purpose of this project is to manage the age of signs in the database. In order to do this, the sign material type and date of installation fields are required. Sign dimension is desired to complete the database, but could be removed from the requirements depending on the approach to the project.*

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Q2. Will questions be answered as they are received? If not, and the City published its final clarifications on June 24, that may not allow enough time for bidders to prepare complete responses before the June 29 proposal deadline. In that case, will the City grant a two-week extension of the due date?

A2. *All questions submitted by 6/13/2016 are included in this response. Questions from interested consultants will be accepted through 6/17/2016 and the City will submit answers to questions in one more response after 6/17/2016 but prior to 6/24/2016.*

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Q3. A number of contract templates appear under the "Guidance Documents & Lists" header on [www.transportation.nebraska.gov/rfp/](http://www.transportation.nebraska.gov/rfp/). Which, if any, is applicable to this opportunity.

A3. *The project will generally follow the Standard PE Agreement, however, due to the unique nature of this project, some of the sections will be modified or removed as applicable.*

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Q4. Can the required PDF responses be submitted on a flash drive rather than a CD?

A4. *Submittal of the PDF copy of the proposal on a flash drive (instead of a CD) is acceptable. The City of Omaha will retain the flash drive.*

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Q5. Can hard copies be submitted in three-ring binders?

A5. *Submittal of proposals in three-ring binders is acceptable.*

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Q6. Will the inspection of these signs require a loader or scissor lift? If these require a scissor lift, will the City provide this equipment?

A6. *The majority of City owned/maintained signs are on sign posts on the side of the road. Some City signs exist on overhead structures (such as traffic signal master arms). The Consultant will be expected to record the sign type (which can be seen from the ground) into the database, and the Consultant can flag other fields (such as sign dimensions, etc.) which can not be easily obtained from the ground for City staff to fill in at a later date.*

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Q7. Will traffic lane closures be required to inventory the signs?

A7. *The City does not anticipate lane closures would be needed with the project.*

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Q8. Will there be a need for special data collection equipment and software? If so, what type(s) of device(s) does the City use when they collect location data for the signs? (Using same would make the project as seamless as possible. Ideally, we could use a mobile device that directly accesses the database from the field – so most (or all) data could be input as it is acquired.)

A8. *The City is open to any mode of data collection as long as the mode is accurate and efficient. We will discuss and approve the data collection methodology with the final selected Consultant. The City currently utilizes a custom application to collect and edit data on mobile devices. The application works on IOS and Windows 10 devices. The City will provide access to and support with the custom application, however the Consultant will need to provide their own equipment. It is the City's preference for mobile data collection devices to have a wireless connection to update the database as data is entered.*

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Q9. Will there be a requirement for northing and easting for each sign? What is the required level of accuracy?

A9. *Sign assets will not require northing/easting as they will be associated with sign posts which are already in the City's database and have latitude and longitude coordinates. The City's database may not be complete and the Consultant may need to add sign posts to the database as part of the project. Northing/easting would be required for sign posts added to the database. Accuracy for the sign post coordinates is expected at approximately 3 feet (1 meter). Sign posts can be added in using high resolution aerial imagery which will be provided by the City.*

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Q10. Will there be any condition analysis for the sign or posts?

A10. *Condition analysis of the signs is not included in the project. The City of Omaha uses installation date to schedule replacement of signs. Installation dates of signs will be collected with the project.*

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Q11. Is a photolog required?

A11. *Photos of the signs are not included with data collection for the project.*

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Q12. Will there be any reflectivity testing done?

A12. *Retroreflectivity testing of the signs is not included in the project. The City of Omaha uses installation date to schedule replacement of signs. Installation dates of signs will be collected with the project.*

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Q13. The RFP states interested firms must be on NDOR list of Certified Consultants for Standard Work Category 300 GIS. We were not able to find this category on the NDOR form DR 497. What is required for this category?

A13. *The NDOR form 497 does not list out GIS as a work category. There are blank categories on the form the Consultant can utilize to complete the form. Consultant can use "300" line (under Support Services column) and type "GIS" in the blank. If the Consultant is currently on the Certified Consultant List, then no revision or additional submittal is needed to add "300 GIS" on the form. The GIS work category is intended to be used for new firms not on the list which may not fit under any of the other work categories. The DR 498 which is a required attachment to the proposal should list GIS under the "Personnel by Discipline:" section. The Consultant is required to be on the NDOR List of Certified Consultants prior to the due date of the proposal.*

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Q14. Who is on the selection committee for the review of proposals?

A14. *The Committee consists of City of Omaha staff. Specific names of those on the committee will not be provided at this time.*

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Q15. Who will be on the interview committee?

A15. *The interview committee will be made up of the same persons on the selection committee who review the proposals. Specific names of those on the committee will not be provided at this time.*

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Q 16. How are the installation dates noted on the back of the signs?

A16. *Field staff write the month/year on the back of the sign with a marker when the sign is installed. If the installation date is not on the sign, the Consultant will not need to collect that piece of information, City staff will conduct a condition assessment.*

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Q17. What data is required to be collected under Task 2?

A17. *In the areas identified under Task 2, the primary data that is needed to complete the City's database is the installation date of the signs. There may be missing sign posts and/or sign assets which the Consultant may enter into the database.*

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Q18. How often is data missing in Task 2 areas?

A18. *There are approximately 20,000 signs in the City's database in Task 2 areas which do not have an installation date. Based on similar efforts in other areas of the City by City staff, there are an estimated total 1,500 missing sign posts in Task 2 areas.*

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Q19. How was previous data in the City's database collected?

A19. *Data has been collected over various years using different means by City/County staff and other Consultants.*

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Q20. When does the City expect the project to be completed?

A20. *Based on the Schedule included in the RFP, the City anticipates a completion date in March 2017, planning for a 6 month period to complete the work. However, the project schedule can be further discussed during the scoping process and will be dependent on negotiation and contract agreement process timelines.*

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Q21. Will the City provide access to use Pictometry?

A21. *The City will provide the Consultant access to use Pictometry for the duration of the project. However, access to the overhead and oblique aerials on Pictometry can be provided to the Consultant for the project via other means. This can be discussed further during scoping depending on the approach to data collection for the project.*